



Clubs & Societies | Code of Safe Practice

Self-Evaluation & Action Plan Template 23/24

The Code of Safe Practice is a self-evaluation template and action plan that outlines how your Club/Society will manage your activities to ensure the safety and wellbeing of members and third parties who may be affected by the activities of the club/society.

Club/Society Committee Officers have a key role to play in this regard and ultimately are responsible for ensuring that the club/society operates in a safe manner. You are responsible for bringing to the attention of all members the contents of this document, and for ensuring that in so far as is practicable all members adhere to the contents. At all times you must operate to any safety guidelines as laid down by your National Governing Body of Sport or Organisation. If guidelines exist they must be appended to this document.

The Code of Safe Practice must be reviewed and uploaded to the online management system on an annual basis to ensure that the contents are still relevant to the activities of the club/ society. If the club/society is participating in new and additional activities that may have safety implications the officers should draw up a policy to state how the club/society is going to minimise the risk associated with those activities. The receipt of funding from CLC/SLC is contingent on the receipt of an up-to-date Code of Safe Practice.

If you require assistance in the completion of this form please contact:

- **CLUBS:** Yvonne McGowan, Senior Sports Development Officer, Sports & Wellbeing, e-mail yvonne.mcgowan@dcu.ie. Tel: 01-700 5811
- **SOCIETIES:** Siobhan Byrne, Head of Clubs & Societies, Office of Student Life, e-mail siobhan.byrne@dcu.ie, Tel: 01-700 5585
- **DCU Health & Safety Office:** Paula Hawkins, Health & Safety Advice, e-mail safety@dcu.ie, Tel: 01-700 7034

Club/Society Participation Statement

The activities undertaken by Dublin City University Clubs and Societies carry an element of risk, including the risk of injury and death. Participants should be aware of and accept these risks and be responsible for their own actions and involvement.

Individual Responsibilities

- All participants in Club activities are responsible for their own actions and for making their own assessment of risks. If they are unsure about any issue or have any problems, questions or concerns it is the individual's responsibility to raise these with leaders or committee members.
- It is the responsibility of the individual to bring to the attention of any trip/activity leaders any known medical condition or previous injuries that may affect their or other Club member's safe participation in canoeing activities.
- Members are encouraged to seek further training at every opportunity.
- It is the responsibility of the individual to report any damage, loss or failure of club equipment to their Club's Equipment Officer. There should be adequate notices around club storage to ensure that this procedure is followed at all times.
- It is the responsibility of the Parent or Guardian of members under 18 to read and sign a membership form on behalf of the member before any activity can take place. The form is : Sample application form Junior Members' available at www.dcu.ie/sports-wellbeing

CLUB/SOCIETY DETAILS	Information
Club/Society name:	DCU Rock-Climbing
Date this Code of Safe Practice Completed:	18/8/24
Version Reference:	
Outline the main activities undertaken by your club/soc:	Indoor and outdoor roped climbing and bouldering
Name of person(s) completing this form:	Cuan Whelan
Confirm the name(s) of the officer responsible for disseminating the Safe Code of Practice to members:	Cuan Whelan, Eimantas Kozeniauskas, Matylda Chroma
Confirm the officer responsible for reporting all accidents to the DCU Health & Safety Officer, e-mail safety@dcu.ie :	Matylda Chroma
Have you uploaded a copy of your club or society constitution?	Yes

Please indicate if your club/soc is familiar with: DCU Clubs & Socs 'Keeping it Safe' guidance document available at:
<https://sites.google.com/dcu.ie/dcuclubsocsoperationsmanual20/keeping-it-safe>

Is there a National Governing Body (NGB) for your Sport/Society: Yes

If Yes please provide full name of NGB and website: Mountaineering Ireland www.mountaineering.ie

Does your NGB have a Safety Code: Yes

If Yes please attach a copy to this code or provide a web link to the policy: https://www.mountaineering.ie/_files/201531311401_a05846a7.pdf

Does your club/society comply with this NGB Safety code? Yes

Do you have a copy of codes of practice or regulations for facilities that you use regularly? No

INSURANCE	Information
Does your NGB require you to take insurance? If yes please give details and attach a copy of the policy.	Insurance is included with membership of NGB; https://www.mountaineering.ie/content/Insurance/227
Indicate how you have made your members aware of the DCU Students' Personal Accident and insurance cover? Please note the limitations of this policy and the exclusions that apply, see DCU Insurance Policy 2022	Members are informed upon joining the club.
Is your Club/Soc using an external venue for hosting a DCU event? If yes have you notified Clubs & Socs or DCU Sports & Wellbeing so as DCU's Public liability insurance can be extended to this venue if required?	N/A
Is your Club/Soc planning to host a major event on or off campus this year? If yes have you notified the Clubs & Socs or DCU Sports & Wellbeing So as DCU's Public liability insurance can be reviewed?	N/A

Does your club/soc have the appropriate Equipment Insurance to protect your equipment in the event of fire and theft? If yes please provide details.	N/A
Are you planning any overseas trips ? If so, provide details of travel Insurance you have in place for this trip.	N/A
Do your Coaches/Instructors have their own Professional Indemnity Insurance? If yes please attach a copy.	N/A

TRAINING & COMPETENCIES	Information
Have your committee members attended the DCU Event Management/ Health & Safety Workshop and the Incident Management workshop? Please indicate the name(s) of Officers who attended.	They will be attended when they are run
Please indicate if your committee and coaches have held a briefing session on training, instruction and health and safety applicable to their activity/facility.	General safety procedures are discussed prior to the year beginning
Please indicate the names and qualifications of coaches/instructors and indicate whether relevant certificates verifying qualifications and insurance has been received.	Committee members have onsite training and will receive in-house CWI (climbing wall instructor) qualifications
Please list any competency tests for new / existing members conducted by the club/society. This could be in the form of an induction, accreditation, course or test.	A safety induction is given to every member of the club yearly, new and returning members are given the same briefing

EQUIPMENT	Information
Types Of Equipment: Indicate the various types/categories of equipment that the club uses and/or submit an equipment log.	Ropes, harnesses, shoes, belay devices
Usage of Equipment: indicate how members are trained as necessary in the safe use of all equipment supplied to them	Only members who have shown competence in the use of said equipment

<p>Equipment Log: who is responsible for maintaining a register of equipment to include purchase dates, price etc</p>	<p>The equipment officer is responsible for tracking gear and gear borrowing</p>
<p>Checking Equipment before use: Is equipment subject to a visual or written inspection for defects before use? Who is responsible?</p>	<p>The equipment officer is responsible for ongoing assessments of gear. Once yearly all gear is formally inspected and all expired gear is retired</p>
<p>Storing Equipment, detail how and where equipment is stored, and/or transported.</p>	<p>All gear is stored in the climbing wall in the minor hall</p>
<p>Maintenance of Equipment as per manufacturers or NGB guidelines: State the name of the Officers with responsibility for equipment maintenance and regular safety checks.</p>	<p>Nikita Teresko - Equipment officer Cuan Whelan - Captain</p>
<p>Damaged/Unwanted equipment/Disposal of equipment: State your policy for damaged or unsafe equipment and disposal of old equipment.</p>	<p>Damaged/expired equipment is retired and disposed of</p>
<p>Hire of Equipment: Do you plan to hire equipment for use on campus where there is a high risk of a potential injury/accident? If so, provide details. Note: Permission must be obtained from the Estates Office and the Health and Safety Office and/or a permit to work issued. Form is available at www.dcu.ie/estates/contractors.shtml</p>	<p>N/A</p>
<p>Loaning Equipment: Please outline your policy on loaning equipment to club members; please include details of the club officer responsible for overseeing policy; records of loaned equipment; criteria for borrowing equipment, etc.</p>	<p>Equipment is only loaned to members who have shown competency in using said equipment. We track the members intended use of the equipment, name, student number, phone number, and intended duration of loan</p>

FIRST AID	Information
High Risk Sports clubs must have at least one occupationally trained first aider. Please indicate if you are amongst this list and if you have a nominated first aider(s). List of High Risk Sports clubs is available from Keeping it Safe guidelines at www.dcu.ie/sports-wellbeing	Current committee members Cuan Whelan (Captain), Finn Egan Barron (Trips and Events officer), and Michael Smyth (Treasurer) have REC3 qualifications. Other members will be qualified by the start of the year.
Please indicate the committee members that have attended the Casualty Management workshop held early in Semester 1.	A member will attend when it happens
If you are involved in an adventure sport you must have at least one member trained in Rescue and Emergency Care (REC). Indicate the names of the trained members and if they hold a REC 2 or REC 3.	See above
Does your club/soc have designated Athletic Therapy & Training students? If so please state names and a summary of when they provide services.	No
Please indicate the committee member that is responsible for ensuring that the club has a fully stocked first aid kit. Please note First Aid supplies are fully funded by the CLC/SLC. Please contact Clubs & Socs or DCU Sports & Wellbeing for first aid supplies.	Matylda Chroma - Safety officer
List your COVID Officers	N/A
Indicate the committee members who will complete the DCU Injury/ Incident Report Form for accidents and near-misses available at https://www.dcu.ie/safety/incident_near_report_form.shtml	Matylda Chroma - Safety Officer
If you are hosting a major event First Aid Provision must be arranged. Please provide details of provision for events if	N/A

RISK ASSESSMENT	Information
Are Risk Assessments undertaken for all club/soc activities? If Yes please list the date of last risk assessment and please attach a copy (see template at end of this document)	

Are Risk Assessments recorded and regularly reviewed? Please indicate how often risk assessments are reviewed.	Yes
Please indicate which committee member is responsible for carrying out risk assessments for regular/new/once off club/society activity.	Safety officer
Are Dynamic Risk Assessments carried out for trips and events and recorded? (see guidance at the end of this document)	Yes
CLUB/SOCIETY SPECIFIC HEALTH & SAFETY INFORMATION	Information
Clubs/Societies should include any other area related to Health and Safety for their activity that requires action (e.g. National Governing Body or organisations Safety Code etc)	There has been an assessment of a section of the climbing wall used during training and it has been determined to be unsafe for use. Repairs are currently being discussed with Clubs and Socs, DCU Sport and DCU Rock Climbing Club and should be carried out before this section of the wall can be used.
H&S CONCERNS PROCEDURE	Information
Please detail your procedures for members to identify concerns regarding Health and Safety during activities.	Members can relate any Health and Safety concerns to a committee member, who will then assess and discuss the appropriate response.

TRIPS Checklist	Information <i>You are required to do a trip specific risk assessment / checklist for all individual trips</i>
Trip Leaders: do leaders have the necessary knowledge, experience and qualifications, where appropriate to lead a trip	Yes
Insurance: Is all appropriate travel insurance for the group in place?	Will assess in case that travel insurance is necessary
Risk Assessment: for all activities should be undertaken and all possible control measures put in place	Risk assessments are completed for all trips/activities
Dynamic Risk Assessment: on the day of the activity should be undertaken and should consider the local environment, weather, leaders, opposition level etc (see guidance at the end of this document)	Yes

Safezone App: Have you identified and set up the Safezone App? To find out more about setting up and using the app check the instructions at https://www.dcu.ie/ocoo/safezoneatdcu.shtml	Yes
Contingency Plans: for reasonably foreseeable emergencies should be made.	Assessments/plans are made on a trip by trip basis
Beginners/Novice to Leader ratios: Ensure that this ratio is appropriate for the trip in question.	Yes
Itinerary: A full trip itinerary should be prepared and circulated to all members.	Completed prior to all trips
Travel: How the party will move between the relevant locations and who will be driving the vehicles.	Planned prior to all trips
Trip Registration & Activity form: detailing date of the event, location, accommodation, transport, and the names and ID numbers of students participating in the trip. The trip Leader must ensure that 1 copy of this form is uploaded to the online management system and 1 copy is taken on the trip.	Completed prior to all trips
Social: You should advise your members on the following: <ul style="list-style-type: none"> • Where parties can safely go and when • What behaviour is acceptable • A minimum number of people in a group 	Planned prior to all trips
Equipment: This needs to be in proper working order and should be frequently checked throughout the trip	Checks conducted prior to all trips
First Aid: You should ensure you have the appropriate first aiders available and the correct First Aid equipment and an accident reporting procedure.	Planned prior to all trips

EMERGENCY PROCEDURE

Information

Please detail your Clubs/Socs procedures to be followed in an emergency. For tips see 'Keeping it Safe' available at <https://sites.google.com/dcu.ie/dcuclubssocoperationsmanual20/keeping-it-safe>

An Emergency procedure for your club/soc is listed below. Please provide details of how this is communicated to your members and also any additional actions that your club/soc does in an emergency

Emergency Procedure

For all the planning and preparation, there still exists the possibility of emergencies occurring. All Accident and Incidents must be reported via the online report form on the DCU Health and Safety Website or via the DCU Accidents Report Form and sent to the DCU Health & Safety Office.

In the event of an emergency, please follow carefully the guidelines as detailed below

- Stop and think. Assess the situation. Stay calm.
- Ensure that the group is safe and accounted for.
- Are there any hazards present that may affect the group?
- Attend any casualties if it is safe to do so.
- Give first aid within the group's capabilities.
- Get expert help if required.
- Get/ give any third party/ witness/insurance details if necessary.
- Gather the information required by the Emergency Services:
 - Name(s) of group members
 - Number of people injured
 - Locations of group members
 - Medical condition of the group.
 - First Aid given
 - Age(s) of group members
 - Time of accident
 - Equipment available to group
- Cooperate fully with the Emergency Services.
- Someone from the group accompanied the casualties to hospital.
- In the event of a serious accident/incident contact DCU Security on 700-5999 (available 24 hours).**
- Refer all media contact to Siobhán Byrne, Head of Clubs and Socs, and give no comment.

Have you members under the age of 18? If so your coach must complete a 'Volunteer/Coach Application form for those with substantial access to children', available at www.dcu.ie/sports-wellbeing	N/A
Where members are under the age of 18 their parents should complete the 'Application form for new junior members', available at www.dcu.ie/sports-wellbeing	
Are you aware of the Sports Ireland guidance on developing good practice for safeguarding children, through their 'Code of Ethics and Good Practice for Children's Sport in Ireland, available at https://www.sportireland.ie/Participation/Code_of_Ethics/	Yes
Are you aware of your NGB information or recommendations in relation to good practice for safeguarding children?	Yes
Are you aware of the DCU child protection policy 'Keeping Children Safe, Policies and Procedures supporting Child Protection at DCU available at https://www.dcu.ie/advice/respect-dignity	Yes

GUIDELINES FOR BEHAVIOUR	Information
<p>Please list guidelines for behaviour that the club adheres to. These can be formal University, Facility or Club rules and regulations The following University documents may be useful:</p> <p>DCU Alcohol Policy, https://www.dcu.ie/students/az/alcohol-policy</p> <p>DCU Respect & Dignity Policy, https://www.dcu.ie/advice/respect-dignity</p> <p>Student Sport Ireland Guidelines for Hosting an Intervarsity event, www.studentsport.ie/wp-content/uploads/2011/09/SSI-GUIDELINES-FOR-HOSTING-AN-INTERCOLLEGIATE-</p>	<p>University rules and regulations apply in addition to safety procedures put in place by the committee.</p> <p>-Additional procedures are applied when relevant to the sport and event being held.</p> <p>-Members are informed of additional procedures</p>

DISCIPLINARY PROCEDURE	Information
Please detail how you will deal with breaches of the code of conduct.	<ul style="list-style-type: none">-Verbal Complaints can be made to the Captain-Official Complaints should be made to the same by means of email-Emergency committee meeting is then held depending on the severity of risk identified

CLUB OFFICERS	Information
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Provide a summary of Officers roles and responsibilities, highlighting those specifically relating to health and safety. Who members should contact etc. For guidance see the Clubs & Socs Handbook at www.dcu.ie/sports-wellbeing

Captain – Ensures the club runs smoothly. Chairs the committee meetings.

Secretary – Keeps members informed of events, keeps the membership records. Takes minutes at the committee meetings. Treasurer – Keeps the club accounts.

Public Relations Officer – Responsible for advertising on behalf of the club around the university, and for enquiring about club sponsorships from external sources. Works to promote the club online.

Safety Officer – Ensures that members are aware of the risks of rock climbing and knows how to reduce them, and adhering to the rules laid out. Works with the Equipment Officer to ensure members are safe.

Maintains safety equipment and first aid kits.

Equipment Officer – Ensures that equipment is safe for use and that members are trained in how to use it. Works with Safety Officer to ensure that members are following safe practises with the equipment.

Training Officer - Responsible for managing training sessions as well as ensuring members have relevant and necessary qualifications.

Trips and Events – organises and prepares for club trips and events.

Works along side members of committee members to ensure events run smoothly and that safety is maintained.

Ordinary Member(x2) - Takes over responsibility of committee members who are unable to attend an event.

First Year Rep – Recruits new members from the incoming students, the go between on the committee for first year students, highlights any problems at the meetings



Code of Safe Practice Action list



Club/Society: DCU Rock-climbing Club _____

Date: 20/8/24

AREA	ACTION Required (if any)	Lead Person	Target Date
CLUB DETAILS & RESOURCES			
INSURANCE			
TRAINING & COMPETENCIES	REC3 course to be taken by committee members not currently qualified in August 2024	Matylda Chroma	24/8/24
EQUIPMENT	All equipment to be checked prior to week 1	Nikita Teresko	
FIRST AID	Insure first aid kits are fully stocked	Matylda Chroma	
TRIPS	Glendalough trip 11th-13th of October Unconfirmed; Cork IBL trip, Intervarsities, Semester 2 trip	Finn Egan Barron	
RISK ASSESSMENT	To be updated before week 1	Matylda Chroma	
EMERGENCY PROCEDURE	To be updated before week 1	Cuan Whelan	
CHILD PROTECTION POLICY			
GUIDELINES FOR BEHAVIOUR	Remain in place from last year		
COMPLAINTS PROCEDURE	Remain in place from last year		
DISCIPLINARY PROCEDURE	Remain in place from last year		
CLUB OFFICERS			

OTHER			
OTHER			
OTHER			

DCU Rock Climbing Club; Risk Assessment 2024/25

Hazards / Activity		Controls already in place to minimize the possibility of injury	Risk category (High/Medium/Low)	Further controls to be implemented to reduce risk	Date to be completed
Outdoor Climbing (Including Trips)	Approach and decent	Ensure all members wear the appropriate footwear, clothing. Groups will have dedicated	High/medium depending on weather	Members will be briefed of possible hazards during the approach.	On the day
	Base of Crag	Ensure members are wearing the correct footwear and appropriate headwear (helmets)	High/medium	Another briefing on the hazards and about conduct at the crag.	On the day
	Climbing	<p>Ensure all members wear appropriate footwear. The correct belaying technique is encouraged, demonstrated in the weeks leading up to the trip. Use of safety equipment while belaying i.e helmets are enforced. Outright Ban on jewellery.</p> <p>Ensure the university has two contact numbers with committee members in event of an emergency. Monitor weather as per dynamic risk assessment</p>	High	<p>New members are provided with safety talks and guidelines about climbing. Ability is assessed in weeks prior to the trip.</p> <p>Weather will be checked prior to the trip.</p> <p>A suitable number of First Aiders to members will be present to deal with accidents. The safety officer will allocate roles to certain FA members prior to the trip in the event of an emergency. University</p>	Prior to signing up

Weather	Cold weather conditions	Ensure members are adequately warm and have been briefed on the symptoms associated with hypothermia and frostbite or other climate illnesses. Ensure first aid kit and medical bag are kitted appropriately to deal with	Medium/High due to the timeline (trip takes place in October)	Monitor how members are dealing in cold weather or heat and continue to advise them about safety in these conditions. Check the weather forecast prior to the trip.	Prior to trip
	Wet weather conditions	Ensure members have adequate waterproof clothing and understand the risks of climbing on wet rock.	High due to the timeline (trip takes place in October)	Continue to advise about safety in wet weather. Check the weather forecast prior to the trip.	Prior to trip
	Fog and low visibility	Group leaders have a map and compass. The group is kept together with someone bringing up the rear. Torches and headlamps will be carried.	High due to the timeline (trip takes place in October)	Make sure no one gets separated from the group. Brighter clothing is encouraged. High vis will be worn by leaders. Radio contact between two	Prior to trip
	Thunder and lightning. General Storm.	Avoid climbing all together during storms. If caught in storm leave bags and metal objects to the side and find safe dry shelter. Get everyone off the mountain asap and as safely as possible.	High due to the timeline (trip takes place in October)	Continue to check the weather forecast to avoid getting caught in a storm. Ensure the safety of members during a storm by taking all necessary	Prior to trip
	Commute	RTA (road traffic accident)	Enforce the use of seatbelts.	Low/Medium	Allow driver breaks on prolonged trips or multiple drivers. Ensure there is one first aid kit per vehicle.
	Driver distraction	Ensure the driver is not distracted by passengers unnecessarily.	Medium	Ensure all members understand the risks of driver distraction.	

Food preparation	Sharp objects	Ensure sharp objects are handled and transported correctly.	Low	Ensure a first aid kit is available and a first aider is present on trips.	
	Poor hygiene	Ensure the safe storage of food and that it is cooked properly. Ensure those preparing food have washed their hands prior to	Low	Ensure regular hand washing when required.	
	Naked flames and burns	Keep clear of naked flame and ensure there are no flammable objects close to the flames. Burns will be run under water. If severely burnt, medical attention will be	Medium	Ensure members have been brief on the hazards of naked flame.	
	Allergies/ Medical conditions	Ensure safety officer and committee know of and pre-existing allergies, food preferences, or medical conditions.	High	Continue to check during signups for any medical conditions.	Ask for medical conditions at sign up and prep committee before event/trip
Overnight	Unfamiliar surroundings	Brief members of hazards in accommodation. Encourage members to inform others of where they are going.	Medium		On the day
	Entrapment	Ensure everyone is aware of the escape route.	Medium, in the event of a fire		On the day

Major Incident	Medical/Trauma	Members with advanced training are available for the trip. A group of members will go through a brief team training session on how to manage an incident.	Medium/High due to the nature of the sport	In the event of an incident, the most qualified member will assess the casualty, leaders will secure the area and ensure other members are safe. Dangers will be assessed on location and if required Emergency Services will be contacted. Medical personnel will remain with casualty with radio and other members will secure an approach or way of signaling location to responding service. Contact will be maintained	Prior to trip training and on the day.
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Indoor Climbing (Including Trips)					
	Climbing	Ban on jewellery and potentially dangerous piercings. Ensuring that the university has at least 2 contact phone numbers of committee members on the trip in case of emergency.	High	Ensure members understand club guidelines about climbing activities. If an accident occurs that requires medical attention, the university will be alerted in serious cases by a committee member.	Prior to event sign-up

	Equipment Failure	Ensure correct fitting and use of harnesses. The condition of all equipment to be assessed prior to use, suspect items reported to competition officials.	High/medium	All club equipment is monitored on a regular basis.	On the day
	Holds Spinning/ Breaking	Broken/ loose holds were reported immediately to competition officials.	High/medium	Brief members about associated hazards and good conduct at competitions.	On the day
	Muscle/Joint Injury	Use appropriate climbing-specific warm-up activities. Recognition of over-use injuries.	Medium/low	Good coaching of climbing principles. Session managed with rests and recovery time	On the day
	COVID-19	Follow the up to date government and university guidelines and restrictions that exist at the time of event/training	Medium/High	Ensure that cleaning equipment is stocked and sanitisation protocols are maintained	Prior and on the day

Travel	Road traffic accident	Enforce the wearing of seatbelts	Low/medium		On the day
Food	Allergies	Ensuring the committee are aware of any medical condition, food preferences/ allergies before any	High	Continue to check during trip sign-ups of any medical conditions/ food	Prior to event sign-up

Overnight stay	Unfamiliar surroundings	Briefing members about risks and hazards in accommodation. Encourage members to notify others about where they are going.	Medium		On the day
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	Entrapment	Ensuring members are aware of an escape route.	Medium, fire in accommodation		On the day
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Dynamic Risk Assessment – on the day / by the hour!

Outdoor Activities

Trip Away / Night Out

P	<p>Previous weather and/or water conditions Ground conditions (wet / dry / frozen / flooded / landslide etc) Wind / storm etc (could wind etc have caused damage – powerlines, trees etc) River/Sea conditions (Flood, abnormally low etc)</p>	<p>Previous knowledge of country/city/area Culture / traditions / local customs / behavioural norms / acceptable dress / emergency services contact details etc</p>
L	<p>Local knowledge Particularly dangerous river sections/walk sections / cliffs / areas / local weather conditions</p>	<p>Local knowledge (personal safety) Unsafe areas, clubs/pubs/ getting help/ what to look out for / public transport options etc</p>
O	<p>Observation What is currently happening? – raining/snowing/ thunder clouds/ hot sun. Remain alert for changing conditions – be prepared to change plans/curtail activities based on changing conditions</p>	<p>Observation Stay alert – keep an eye on unfolding events. At least two people (Club/Society Officers) should remain sober and alert when on a trip/night out.</p>
W	<p>Weather Forecast Get area specific forecast – usually v accurate – weather may arrive a little earlier/later than forecast.</p>	<p>Watch Out for someone becoming detached from group / wandering off / getting into arguments etc</p>

D	Doubt IF IN DOUBT- DON'T GO OUT! – have a BACK UP Plan (even if it is only card games in the local club/pub!)	Doubt IF IN DOUBT- GET THEM OUT! – have a BACK UP Plan (even if it is taxis home / back to accommodation)
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